



ADAM A. HOUSE
Fire Chief

Sacramento Metropolitan Fire District

10545 Armstrong Ave., Suite 200 · Mather, California 95655 · Phone (916) 859-4300 · Fax (916) 859-3700

BOARD OF DIRECTORS - REGULAR MEETING AGENDA

Thursday, March 28, 2024 – 6:00 PM
Sacramento Metropolitan Fire District

10545 Armstrong Avenue
Board Room – Second Floor
Mather, California

&

Remotely Via Zoom

Webinar ID: 827 3461 0232 #

Passcode: metro2101

Phone: 1 (669) 444-9171 or 1 (669) 900 6833

 Passcode: 838771796 #

<https://us06web.zoom.us/j/82734610232?pwd=SFILQ1Znd25RSmlhdXZVQVh4d1VWZz09>

Grant Goold
Board President
Division 2

Ted Wood
Board Vice President
Division 4

Jennifer Sheetz
Board Secretary
Division 5

Cynthia Saylors
Board Member
Division 1

Robert Webber
Board Member
Division 3

D'Elman Clark
Board Member
Division 6

Brian Rice
Board Member
Division 7

Gay Jones
Board Member
Division 8

John Costa
Board Member
Division 9

The mission of the Sacramento Metropolitan Fire District is to provide professional and compassionate protection, education and service to our community.

The Public's health and well-being are the top priority for the Board of Directors of the Sacramento Metropolitan Fire District and you are urged to take all appropriate health safety precautions. **To view the meeting via the Zoom Application, please click on the link above.**

Members of the public seeking to attend and to address the Board who require reasonable accommodations to access the meeting, based on disability or other reasons, should contact the following person at least forty-eight (48) hours in advance of a Regular meeting to make arrangements for such reasonable accommodations:

Marni Rittburg
Board Clerk
(916) 859-4305

rittburg.marni@metrofire.ca.gov

The Board will convene in open session at 6:00 p.m.



Sacramento Metropolitan Fire District

10545 Armstrong Ave., Suite 200 · Mather, California 95655 · Phone (916) 859-4300 · Fax (916) 859-3700

REGULAR BOARD MEETING

THURSDAY, MARCH 28, 2024

- CALL TO ORDER
- ROLL CALL
- PLEDGE TO FLAG

METRO CABLE ANNOUNCEMENT:

This meeting of the Sacramento Metropolitan Fire District will be cablecast on Metro Cable 14, the local government affairs channel on Comcast, Consolidated Communications and AT&T U-Verse cable systems. This meeting is also webcast at metro14live.saccounty.gov. Today's meeting replays at 2:00 p.m. on Sunday, March 31, 2024 and again at 6:00 p.m. on Monday, April 1, 2024, on Channel 14. This meeting can also be viewed at youtube.com/metrocable14.

PUBLIC OPPORTUNITY TO DISCUSS MATTERS OF PUBLIC INTEREST WITHIN DISTRICT JURISDICTION INCLUDING ITEMS ON OR NOT ON AGENDA:

*The Board of Directors of the Sacramento Metropolitan Fire District appreciates and encourages public interest and welcomes questions and opinions at its meetings. Public members wishing to address the Board are requested to first be recognized by the presiding officer and identify themselves for the record. The presiding officer may, in the interest of time and good order, limit the number of public member presentations. Speakers' comments will be limited to **three (3) minutes** (Per Section 31 of the Board of Directors Policies and Procedures).*

In accordance with Section 31 of the Board of Directors Policies and Procedures, members of the Public requesting their written comments be read into the meeting record must be present or have a representative present to read their comments during the time allotted.

CONSENT ITEMS:

Matters of routine approval including but not limited to action summary minutes, referral of issues to committee, committee referrals to the full Board, items that require yearly approval, declaration of surplus equipment, and other consent matters. The Consent Agenda is acted upon as one unit unless a Board member requests separate discussion and/or action.

CONSENT ITEMS

Page No.

- | | |
|---|-----------|
| 1. Action Summary Minutes
Recommendation: Approve the Action Summary Minutes for the Regular Board Meeting of February 22, 2024. | 5 |
| 2. Adopt Resolution – Second Amendment – Mobile Integrated Health Service Agreement
Recommendation: Adopt Resolution authorizing the Fire Chief or his designee to execute and administer the second amendment to the agreement. | 13 |



Sacramento Metropolitan Fire District

10545 Armstrong Ave., Suite 200 · Mather, California 95655 · Phone (916) 859-4300 · Fax (916) 859-3700

REGULAR BOARD MEETING

THURSDAY, MARCH 28, 2024

PRESENTATION ITEMS:

1. **Capital Improvement Program Update** 20
(Administrative Analyst Erin Castleberry)
Recommendation: Receive presentation.

ACTION ITEMS:

1. **Industrial Disability Retirement – Engineer Holly Wagner** **
(Deputy Chief Bailey)
Recommendation: After discussion in Closed Session, consider adopting a Resolution finding Holly Wagner has suffered job related injuries and is eligible for an Industrial Disability Retirement.

REPORTS:

1. **PRESIDENT'S REPORT** — (President Goold)
2. **FIRE CHIEF'S REPORT** — (Chief House)
OPERATIONS REPORT – (AC Fiorica)
ADMINISTRATIVE REPORT – (Deputy Chief Bailey)
SUPPORT SERVICES REPORT – (Deputy Chief Wagaman)
3. **SMFD – FIREFIGHTERS LOCAL 522 REPORT** – (Captain Sean Scollard, Local 522 Vice President)
4. **COMMITTEE AND DELEGATE REPORTS**
All Committee Meetings will be held at the Sacramento Metropolitan Fire District Board Room, 10545 Armstrong Avenue, Mather, California unless otherwise specified.
 - A. **Executive Committee** – (President Goold)
Met Today
Next Meeting: TBD
 - B. **Communications Center JPA** – (AC Greene)
Next Meeting: March 26, 2024 at 9:00 AM
 - C. **Finance and Audit Committee** – (Director Jones)
Next Meeting: April 25, 2024 at 5:30 PM
 - D. **Policy Committee** – (Director Costa)
Next Meeting: April 11, 2024 at 5:30 PM



Sacramento Metropolitan Fire District

10545 Armstrong Ave., Suite 200 · Mather, California 95655 · Phone (916) 859-4300 · Fax (916) 859-3700

REGULAR BOARD MEETING

THURSDAY, MARCH 28, 2024

BOARD MEMBER QUESTIONS AND COMMENTS

CLOSED SESSION:

The Board will convene in closed session to meet on the following matters:

1. **PURSUANT TO CALIFORNIA GOVERNMENT CODE SECTION § 54956.9 (a) – ONE (1) MATTER OF INDUSTRIAL DISABILITY RETIREMENT:**

1. Holly Wagner and the Sacramento Metropolitan Fire District
Claim #4A21120CFYJ-0001 – Industrial Disability Retirement – Ty Bailey, Deputy Chief, Administration

2. **CONFERENCE WITH LABOR NEGOTIATORS – CALIFORNIA GOVERNMENT CODE SECTION 54957.6**

Agency designated representatives Ty Bailey and Lisa Charbonneau.
Employer/Employee Relations Resolution for Recognized Employee Organizations

CLOSED SESSION REPORT OUT

ADJOURNMENT

NEXT BOARD MEETING(S):


Unless specified differently, all meetings of the Board are held at Sacramento Metropolitan Fire District at 10545 Armstrong Avenue, Mather, CA

- Regular Board Meeting – April 11, 2024 at 6:00 PM

Posted on March 25, 2024, by 4:30 p.m.

Marni Rittburg, CMC, CPMC
Clerk of the Board

** No written report

**  Separate Attachment

DISABILITY INFORMATION:

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Clerk of the Board at (916) 859-4305. Notification at least 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting.



ADAM A. HOUSE
Fire Chief

Sacramento Metropolitan Fire District

10545 Armstrong Ave., Suite 200 • Mather, CA 95655 • Phone (916) 859-4300 • Fax (916) 859-3702

ADOPTED ACTION SUMMARY MINUTES – REGULAR MEETING

BOARD OF DIRECTORS
SACRAMENTO METROPOLITAN FIRE DISTRICT

Thursday, February 22, 2024

Held at the following locations:

10545 Armstrong Avenue – Board Room

Mather, California

&

Remotely Via Zoom

CALL TO ORDER

The meeting was called to order at 6:00 pm by President Goold. Board members present: Clark, Costa, Goold, Jones, Saylor, Sheetz, Webber and Wood. Board members absent: Rice. Staff present: Chief House and Board Clerk Rittburg.

PUBLIC COMMENTS

Public comments were not received.

CONSENT ITEMS

Moved by Director Wood, seconded by Costa, and carried unanimously by members present to adopt the consent calendar as amended:

1. **Action Summary Minutes**

Recommendation: Approve the Action Summary Minutes for the Regular Board Meeting of January 25, 2024.

Action: Adopted Minutes.

2. **Adopt Resolutions – 2021 Retirement Commendations**

Recommendation: Adopt Resolutions commending the following individuals upon their retirement and for their years of skilled performance and deep commitment to the fire service

Action: Adopted 2021 Retirement Resolutions.

- | | |
|-------------------------|--------------|
| 1. Brent w. Barsdale | Engineer |
| 2. James L. Beil | Engineer |
| 3. David W. Burnet III | Captain |
| 4. John Carr | Firefighter |
| 5. Gregory G. Casentini | Deputy Chief |

6.	Shawn L. Condit	Captain
7.	Jeffrey D. Conzatti	Engineer
8.	Peter J. Danielski	Captain
9.	Douglas R. Dolezal	Engineer
10.	Matthew C. Ellinwood	Engineer
11.	Michael A. Hambrick	Supervising Fire Inspector
12.	Phillip J. Hart	Firefighter
13.	Roger D. Hart Jr.	Firefighter
14.	Todd F. Lanigan	Engineer
15.	Robert W. Matheson	Captain
16.	Phillip Morell	Mechanic
17.	Thomas J. Murphy	Engineer
18.	Troy J. Nogosek	Engineer
19.	John S. Reeves	Firefighter
20.	Roy E. Rud	Engineer
21.	Adam S. Russell	Firefighter
22.	Troy R. Simonick	Captain
23.	Jeff G. Sjolín	Engineer
24.	Kevin W. Summers	Engineer
25.	Craig M. Sweeney	Firefighter/Paramedic

3. Adopt Resolutions – 2022 Retirement Commendations

Recommendation: Adopt Resolutions commending the following individuals upon their retirement and for their years of skilled performance and deep commitment to the fire service.

Action: Adopted 2022 Retirement Resolutions.

1.	Timothy D. Barnes	Engineer
2.	Lisa C. Barsdale	Fire Marshal
3.	Jack Doug Boan	Engineer
4.	David A. Carrillo	Engineer
5.	Scott A. Courtney	Fire Mechanic
6.	Brian L. Currie	Captain
7.	John A. Grazis	Captain
8.	Kenneth J. Harrington	Engineer
9.	Kevin R. Henson	Engineer
10.	Greg A. Markel	Captain
11.	Sherri A. Martucci	Business Applications Analyst
12.	Marcy L. Mateo	EMS Systems Technician
13.	Michael McGoldrick	Captain
14.	Joseph M. Reyes	Firefighter
15.	Troy N. Thompson	Firefighter
16.	Richard Turner	Firefighter
17.	Jason D. Wenner	Captain

4. Adopt Resolutions – 2023 Retirement Commendations

Recommendation: Adopt Resolutions commending the following individuals upon their retirement and for their years of skilled performance and deep commitment to the fire service.

Action: Adopted 2023 Retirement Resolutions.

- | | |
|--------------------------|-------------------------|
| 1. Anthony Benelisha | Firefighter |
| 2. Steven G. Caldwell | Engineer |
| 3. Charles H. Jenkins | Assistant Chief |
| 4. Natividad Manalo | Accounting Specialist |
| 5. Christopher L. Nelson | Engineer |
| 6. Robert F. Raddigan | Captain |
| 7. John N. Raeside | Facilities Manager |
| 8. William Brad Reynolds | Captain |
| 9. Carl L. Simmons | Assistant Chief |
| 10. Timothy E. Swank | Assistant Fleet Manager |
| 11. Colin R. Swarthout | Captain |
| 12. Jeffrey B. Taylor | Captain |
| 13. Montie Vanlandingham | Chief Pilot |
| 14. Joseph M. Reyes | Firefighter |
| 15. Holly Wagner | Firefighter |

PRESENTATION ITEMS

1. Service Delivery Update

(DC Adam Mitchell & Chief Development Officer Jeff Frye)

Recommendation: Receive presentation.

Action: Presentation Received.

2. FY 2022/23 Annual Comprehensive Financial Report (ACFR) and Audit Report

(CFO Dave O'Toole & Ahmed Badawi, CPA)

Recommendation: Receive presentation and accept the auditor's report.

Action: Presentation Received.

ACTION ITEMS

1. Adopt Resolutions – Non-Safety Senior Management, Management and Unrepresented Confidential Employees and Senior Safety Management Employees

(HR Manager Melisa Maddux)

Recommendation: Adopt revised Resolutions with the proposed revisions affecting Non-Safety Senior Management, Management and Unrepresented Confidential Employees and Senior Safety Management and Safety Management Employees.

Action: Moved by Director Clark, seconded by Wood, and carried unanimously by members present to adopt **Resolution 2024-064** Affecting Non-Safety Senior Management, Management, and Unrepresented Confidential Employees. Moved by Director Webber, seconded by Costa, and carried unanimously by members present to adopt **Resolution 2024-066** Affecting Senior Safety Management and Safety Management Employees.

2. Adopt Resolution – Side Letter for Administrative Support Personnel

(HR Manager Melisa Maddux)

Recommendation: Adopt Resolution approving the Side Letter between Sacramento Metropolitan Fire District and The Administrative Support Personnel, an Affiliate of Local 522.

Action: Moved by Director Clark, seconded by Wood, and carried unanimously by members present to adopt **Resolution 2024-065** Adopting a Side Letter for Administrative Support Personnel Memorandum of Understanding By and Between The Sacramento Metropolitan Fire District and The Sacramento Area Firefighters Local 522, I.A.F.F. (AFL-CIO).

REPORTS

1. PRESIDENT’S REPORT - *(President Goold)*

None

2. FIRE CHIEF'S REPORT — *(Chief House)*

President Goold, Directors, Colleagues members of the public, good evening.

1. Congratulations to Firefighter Brandon Mason on his recent Promotion from Firefighter/EMT to Firefighter/Paramedic effective February 8.

2. New Hires

• The District would like to welcome:

- Maria Palma, hired for the position of Office Technician in the Logistics Division effective January 29. Maria came to the podium and introduced herself to the Board.
- Jasmin Vu, hired for the position of Office Technician in the Community Risk Reduction Division effective February 14. Jasmine came to the podium and introduced herself to the Board,
- Nicholas Smeeton, hired for the position of Fire Mechanic in the Fleet Division effective February 13.

3. Coach came to the podium and spoke about the Skin Cancer Screening event Metro Health and Wellness hosted this past weekend. Thank you to everyone involved in bringing this opportunity to the District and to the members who participated in the first screening sessions. These screenings are another way

that we are investing in our members' health and wellness and, for this particular screening, not only bring awareness about skin cancer but potentially lifesaving information.

With health and wellness as a priority for labor and management, I am happy to pass along that Chief Cole, Captain Votava, and I visited Phoenix Fire Department's Health & Wellness Center last week. The visit went very well, and this collaboration will continue to be a priority for not only me but for the Board, Labor, and throughout the department. During our visit, we were able to tour the center during operating hours and have in-depth conversations with department leadership about their program and available resources, program successes and challenges, and future expansion. The information we obtained will be extremely valuable in future discussions about wellness services and cancer screening the District may offer, as well as other services to be explored.

OPERATIONS REPORT – *(Deputy Chief Mitchell)*

1. Shift Commander Spotlight

Assistant Chief Joe Fiorica in the Operations Branch assigned as the A Shift Commander. Tonight, I would like to highlight the level of professionalism and training that we all expect from our members.

On February 10th, Engine 110 and Medic 105 responded to a report of an unresponsive male. When Engine 110 arrived, they found an unresponsive male on the ground being assisted by three bystanders.

I have the crew from Engine 110 here to introduce themselves and tell you a bit more about this incident.

Engine 110 and the crew were only 1 part of this life saving effort that resulted in a successful outcome for the patient. Medic 105 and three civilians also played key roles in the overall care of this patient. We will be recognizing their part in this success story as they are available.

2. 20 Year Pin Presentation

- Chief Rudnicki was presented with his 20-year pin.

ADMINISTRATIVE REPORT – (Deputy Chief Bailey)

FINANCE

- CFO Dave O’Toole brought up several members of the Finance Department to receive the following awards from The California Society of Municipal Finance Officer, Operating Excellence FY 2023-2024 and Capital Excellence FY 2023-2024.

SUPPORT SERVICES REPORT – (Deputy Chief Wagaman)

FLEET:

- The new Type V’s from fiscal year 21/22 have begun to arrive at Fleet.

CRRD:

- On February 21st staff from CRRD & the FIU conducted a joint code enforcement inspection with the Sacramento Sheriff’s Office and Sacramento County Tax Collection & Licensing Division at a hair accessories business on Sky Pkwy in South Sacramento. The agencies were acting on a tip received by CRRD regarding illegal sale of fireworks from the business. Personnel arrived to find an assortment of fireworks with counterfeit safe and sane seals on offer at the front door to the store. The fireworks were confiscated and booked as evidence by the Sheriff’s Office. Correction notices were issued for a multitude of California Fire Code violations & business licensing issues, and local agencies will continue to work with the business owner to achieve compliance. CRRD will be working with our PIO on messaging to remind the community and business owners that in the unincorporated area of Sacramento County it is unlawful to possess, sell, use, display or discharge “safe and sane” fireworks outside of the time period beginning at 12:00 on June 28 and ending at 10:00 p.m. on July 5th. It is also unlawful for any person to sell “safe and sane” fireworks without a valid County business license authorizing such sales. Finally, California has a zero-tolerance policy for the sale and use of illegal fireworks. Anything that goes up in the air, travels or explodes is illegal and dangerous.
- Investigator Sargent & OC Investigator Aney attended Serial Wildland Arson Investigation Training (SWAIT) conference in Reno February 06-08th.
- On February 16th Investigator Morton arrested a suspect on charges of PC 422 – criminal threats & PC 451 (b) arson of an inhabited structure. This was a residential structure fire that occurred on White Rose Court in B9 and there were no injuries reported.
- Supervising Inspector Schmidt attended Fire Instructor 1A course which is a requirement to open the OSFM Fire Marshal task book. Further, this course enhances our supervisor’s skill set which benefits our in-house training program for Fire Inspector I & IIs.

3. SMFD – FIREFIGHTERS LOCAL 522 REPORT (*Pete Votava for Vice President Sean Scollard*)

Pete Votava stated 522 is working collaboratively with Chief Mitchell on a hiring plan to maintain staffing. He reported on the visit to a Health & Wellness Center in Phoenix, Arizona and they will continue to meet and put together a plan.

4. COMMITTEE AND DELEGATE REPORTS

All Committee Meetings will be held at the Sacramento Metropolitan Fire District Board Room, 10545 Armstrong Avenue, Mather, California unless otherwise specified.

A. Executive Committee – (*President Goold*)
No Report

B. Communications Center JPA – (*AC Greene*)
No Report

C. Finance and Audit Committee – (*Director Clark*)
Met tonight and received a comprehensive report and mid-year budget review.

D. Policy Committee – (*Director Costa*)
No Report

BOARD MEMBER QUESTIONS AND COMMENTS

Director Jones thanked staff for their presentations tonight.

CLOSED SESSION:

The Board will convene in closed session to meet on the following matters:

The Board recessed to Closed Session at 7:36 PM on the following matters:

1. PURSUANT TO CALIFORNIA GOVERNMENT CODE SECTION § 54956.9 (a) – ONE (1) MATTER OF WORKERS COMPENSATION SETTLEMENT AUTHORITY:

1. Carl Powell and the Sacramento Metropolitan Fire District
Claim # 4A2303DT6SL-0001 – Workers Compensation Settlement Authority –
Attorney Colin Connor of Lenahan, Slater, Pearse & Majernik, LLP

Action: Moved by Director Wood, seconded by Director Saylor, and carried unanimously by members present to give authority to its third-party administrator to conclude a settlement of the matter.

2. CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION – California Government Code Section 54956.9 (a): One case

Arbitration of Yuri Torres and Sacramento Metropolitan Fire District
General Counsel John Lavra

Action: Moved by Director Jones, seconded by Director Sheetz, and carried unanimously by members present to give authority to approve a settlement in this matter.

CLOSED SESSION REPORT OUT

The board reconvened to open session at 8:07 PM:

General Counsel John Lavra reported the Board met in Closed Session on two items 1) to consider a Workers Compensation Settlement for Carol Powell, the Board voted unanimously to approve the settlement. 2) Conference with Legal Counsel, Pending Litigation, Labor Arbitration concerning Yuri Torres, the Board voted unanimously to approve a settlement.

To view the video of the meeting, please visit the Metro Fire Website or our YouTube channel:

<https://metrofire.ca.gov/2024-02-22-board-meeting>
https://www.youtube.com/channel/UC9t-uKlc_oOUGNrmogdQ_QA

ADJOURNMENT

The meeting was adjourned at 8:08 p.m.

Grant Goold, President

Jennifer Sheetz, Secretary

Marni Rittburg, CMC, Board Clerk



Sacramento Metropolitan Fire District

10545 Armstrong Ave., Suite 200 • Mather, CA 95655 • Phone (916) 859-4300 • Fax (916) 859-3702

ADAM A. HOUSE
Fire Chief

DATE: March 28, 2024
TO: Board of Directors
SUBJECT: Second Amendment – Mobile Integrated Health Service Agreement

TOPIC

Request to authorize the execution of a second amendment to an agreement with Sacramento County Department of Health Services (DHS) for Mobile Integrated Health (MIH) services.

BACKGROUND

On June 22, 2023, The Sacramento Metropolitan Fire District (District) Board of Directors approved the execution of a \$535,031 cost reimbursement agreement for Mobile Integrated Health (MIH) services with Sacramento County DHS for the purpose of increasing access and availability for health services to high utilizers of the emergency department (ED) in an effort to reduce ED utilization and hospital readmission rates in Sacramento County. The original term of the agreement was June 1, 2023 – November 23, 2023, which was extended to June 30, 2024 after execution of a first amendment to the agreement.

DISCUSSION

On February 6, 2024, the Sacramento County Board of Supervisors unanimously approved moving forward with further amending the existing agreement to increase funding by \$575,000 to a new total value of \$1,110,031, and extend the term of the agreement to November 30, 2024.

FISCAL IMPACT

Additional funding in the amount of \$575,000 was incorporated into the District's mid-year budget.

RECOMMENDATION

Staff recommends the Board adopt a resolution to authorize Fire Chief or his designee to execute and administer the second amendment to the agreement.

Submitted by:


Scott Perryman (Mar 20, 2024 20:06 CDT)

Scott Perryman, Battalion Chief
MIH Program Manager

Approved by:


Jon Rudnicki (Mar 20, 2024 15:58 PDT)

Jon Rudnicki, Assistant Chief
EMS Division

ATTACHMENTS:

- Attachment 1: Second Amendment to Agreement
- Attachment 2: Resolution – Second Amendment to Agreement

COUNTY OF SACRAMENTO

COST REIMBURSEMENT AGREEMENT NO. 7207500-23/25-473 A2

SECOND AMENDMENT TO AGREEMENT

THIS second AMENDMENT to AGREEMENT is made and entered into as of this _____ day of _____, 2024, by and between the COUNTY OF SACRAMENTO, a political subdivision of the State of California, hereinafter referred to as "COUNTY", and SACRAMENTO METROPOLITAN FIRE DISTRICT, a political subdivision of the State of California, hereinafter referred to as "CONTRACTOR".

RECITALS

WHEREAS, the parties hereto entered into an agreement on June 1, 2023, hereinafter referred to as "AGREEMENT", for health service availability and access for high utilizers of the emergency room in Sacramento County assessed and improved, with the goal of reducing unnecessary emergency department visits and hospital readmission rates; and

WHEREAS, the Sacramento County Board of Supervisors approved Resolution Number 2023-0349 on May 23, 2023, authorizing the Department of Health Services to enter into an Agreement with CONTRACTOR; and

WHEREAS, the parties hereto entered into a first AMENDMENT to AGREEMENT as authorized by the resolution cited above to extend the term through June 30, 2024, with no change to the dollar amount; and

WHEREAS, the parties hereto desire to enter into a second AMENDMENT to AGREEMENT to increase the total dollar amount by \$575,000 from \$535,031 to \$1,110,031 and extend the term through November 30, 2024 as authorized in Board Resolution Number 2024-0080 on February 6, 2024; and

WHEREAS, pursuant to the resolution cited as providing authority to execute this Agreement, the Director of the Department of Health Services, or designee, has amendment authority for non-monetary changes, monetary decreases, to terminate or assign this Agreement, to extend the term as needed and to increase the total agreement amount up to 10% of the total value of the contract, so long as existing budget appropriations are not exceeded; and

NOW, THEREFORE, in consideration of the mutual promises hereinafter set forth, COUNTY and CONTRACTOR agree as follows:

- 1. "Exhibit C" is replaced in its entirety by "Exhibit C, Amendment 2" attached hereto and incorporated herein by reference.
2. "Exhibit E" is replaced in its entirety by "Exhibit E, Amendment 2" attached hereto and incorporated herein by reference.
3. AGREEMENT is amended to extend the term end date from June 30, 2024 to November 30, 2024.
4. In all other respects, the above referenced AGREEMENT, as amended, remains in full force and effect.

IN WITNESS WHEREOF, the parties hereto have caused this Amendment to be duly executed as of the day and year first written above.

COUNTY OF SACRAMENTO, a political subdivision of the State of California SACRAMENTO METROPOLITAN FIRE DISTRICT

By Timothy W. Lutz., Director, Department of Health Services, or designee. Approval delegated pursuant to Sacramento County Code Section 2.61.012 (h)

By Adam A. House, Fire Chief

Date:

Date:

CONTRACT AND CONTRACTOR TAX STATUS
REVIEWED AND APPROVED BY COUNTY COUNSEL

By: 2.61.014 (b) Date: _____

COUNTY OF SACRAMENTO

COST REIMBURSEMENT AGREEMENT NO. 7207500-23/25-473 A2

**EXHIBIT C, AMENDMENT 2 to AGREEMENT
between the COUNTY OF SACRAMENTO,
hereinafter referred to as "COUNTY", and
SACRAMENTO METROPOLITAN FIRE DISTRICT,
hereinafter referred to as "CONTRACTOR"**

BUDGET REQUIREMENTS

This agreement was awarded according to Letter of Interest (LOI) No. DPH/083.

I. MAXIMUM PAYMENT TO CONTRACTOR

- A. The Maximum Total Payment Amount under this Agreement is \$1,110,031.
- B. Once the Maximum Total Payment amount has been spent CONTRACTOR shall cease providing services.

II. FISCAL MANAGEMENT SYSTEMS AND ACCOUNTING STANDARDS

CONTRACTOR agrees that, at a minimum, its fiscal control and accounting procedures will be sufficient to permit tracing of all funds received under this Agreement to a level of expenditure adequate to establish that such funds have not been used in violation of any applicable state or federal law, or the provisions of this Agreement. CONTRACTOR further agrees that it will maintain separate accounts for this Agreement in accordance with generally accepted accounting principles.

III. USE OF FUNDS AND PAYMENT LIMITATION

- A. This Exhibit C shall be the basis for and limitation of payments by COUNTY to CONTRACTOR for all services described in this Agreement. COUNTY shall pay to CONTRACTOR a sum not to exceed the maximum amount in this Exhibit C.
- B. CONTRACTOR shall use the funds provided by COUNTY exclusively for the purposes of performing the services described in Exhibit A of this Agreement.

IV. INVOICING AND PAYMENT

- A. CONTRACTOR shall submit an invoice in accordance with the procedures prescribed by COUNTY on a monthly basis. Invoices shall be submitted to COUNTY within thirty (30) days of the end of the month following the invoice period and COUNTY shall pay CONTRACTOR within thirty (30) days after receipt of an appropriate and correct invoice.
- B. All invoices shall clearly reflect and in reasonable detail give information regarding the services for which the claim is being made. CONTRACTOR and COUNTY agree that COUNTY may withhold payment until receipt of billing in the prescribed detail and format.
- C. It is understood that the validity of such invoices, in terms of their compliance with Federal and State regulations, is subject to the review of the Federal, State and County government and that COUNTY will be making payments on said invoices in advance of said review and approval by the Federal government or the State, and in advance of other reimbursement by the Federal or State governments to COUNTY for sums expended thereunder. In the event that COUNTY is not reimbursed by the Federal or State government for any amount it has paid to CONTRACTOR hereunder, CONTRACTOR shall reimburse COUNTY in the amount of such overpayment within thirty (30) days or, at the sole discretion of DIRECTOR, COUNTY may withhold such amounts from any payments due under this Agreement or any successor Agreement.
- D. It is understood that any records of revenues or expenditures under this Agreement may be subject to compliance with Federal or State regulations, and may be audited by the appropriate Federal, State or County agency. In the event of audit disallowance of any claimed cost that is subject to compliance with State or Federal regulations, COUNTY shall not be liable for lost revenue resulting therefrom.
- E. If the allowability of an expense cannot be determined by the COUNTY because invoice detail, fiscal records, or backup documentation is nonexistent or inadequate according to generally accepted accounting principles or practices, all questionable costs may be disallowed and payment may be withheld by the COUNTY. Upon receipt of adequate

COUNTY OF SACRAMENTO

COST REIMBURSEMENT AGREEMENT NO. 7207500-23/25-473 A2

documentation supporting a disallowed or questionable expense, reimbursement may resume for the amount substantiated and deemed allowable.

- F. Agreement number 7207500-23/25-473 must be identified on every invoice submitted for reimbursement.
- G. All invoices must include the following language: *“By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Contract Agreement with the County of Sacramento. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).”*
- H. Invoices must be emailed to Ellie Guerrero at GuerreroE@saccounty.gov with a cc: to Stacey Kennedy at KennedySt@saccounty.gov or mailed to :

Department of Health Services
 Attn: Ellie Guerrero
 7001-A East Parkway, Suite 600
 Sacramento, CA 95823

V. TIMELY SUBMISSION OF FINAL INVOICE

A final undisputed invoice shall be submitted for payment no more than thirty (30) calendar days following the expiration or termination date of this Agreement. Said invoice should be clearly marked “Final Invoice”, indicating that all payment obligations of the COUNTY under this Agreement have ceased and that no further payments are due or outstanding.

VI. BUDGET

- A. CONTRACTOR shall be paid in accordance with the following Budget.
- B. Dollar amounts may be shifted as necessary between line items with prior written approval from COUNTY.

	Original Budget	Increase	New Budget
Personnel	\$433,331	\$472,175	\$905,506
Services and Supplies	\$79,200	\$79,200	\$158,400
Administrative	\$22,500	\$23,625	\$46,125
TOTAL	\$535,031	\$575,000	\$1,110,031

COUNTY OF SACRAMENTO

COST REIMBURSEMENT AGREEMENT NO. 7207500-23/25-473 A2

**EXHIBIT E, Amendment 2 to AGREEMENT
between the COUNTY OF SACRAMENTO,
hereinafter referred to as "COUNTY", and
SACRAMENTO METROPOLITAN FIRE DISTRICT,
hereinafter referred to as "CONTRACTOR"**

SCHEDULE OF FEDERAL FUNDS

- I. If box is checked, there are no Federal funds in this contract.
- II. If box is checked, there are Federal funds in this contract. CONTRACTOR is NOT a subrecipient.
- III. If box is checked, there are Federal funds in this contract. CONTRACTOR IS a subrecipient.

Federal funding details for this contract are as follows:

A.	Assistance Listing Number (ALN):	93.967
	ALN Title:	Activities to Support State, Tribal, Local and Territorial (STLT) Health Department Response to Public Health or Healthcare Crises
	Award Name and Federal Award Identification Number (FAIN):	Award Name Strengthening U.S. Public Health Infrastructure, Workforce, and Data Systems CDC-RFA-OE22-2203 (FAIN) NE110E000060
	Award Year:	2022
	Were funds awarded for research and development activities?	No
	Name of the Federal awarding agency:	Centers for Disease Control and Prevention
	Amount in this contract:	\$1,110,031

- IV. Total Federal Funds in this contract: \$1,110,031
- V. CONTRACTOR'S UEI Number is: M6HQN518MLL3
- VI. CONTRACTOR shall comply with all Federal requirements including OMB requirements for Single Audits, in addition to COUNTY audit requirements for the purposes of contract monitoring as stated in this agreement, as applicable.
- VII. At the sole discretion of COUNTY, the dollar amount payable under each Federal funding source in paragraph III of this Exhibit may be changed upon written notice from the COUNTY to CONTRACTOR so long as payments do not exceed the maximum total payment amount in accordance with this agreement.



Sacramento Metropolitan Fire District

10545 Armstrong Ave., Suite 200, Mather, CA Phone (916) 859-4300 Fax (916) 859-3700

ADAM A. HOUSE
Fire Chief

RESOLUTION NO. 2024-XXX

A RESOLUTION OF THE SACRAMENTO METROPOLITAN FIRE DISTRICT APPROVING A SECOND AMENDMENT TO THE COST REIMBURSEMENT AGREEMENT WITH SACRAMENTO COUNTY DEPARTMENT OF HEALTH SERVICES

WHEREAS, the Sacramento Metropolitan Fire District ("District") is a political subdivision of the State of California ("State") and is duly organized and existing pursuant to the State constitution and laws; and

WHEREAS, the District adopted Resolution 2023-044 which approved the execution of a Cost Reimbursement Agreement (Agreement) with the Sacramento County Department of Health Services for Mobile Integrated Health (MIH) services with a term of June 1, 2023 through November 30, 2023; and

WHEREAS, a First Amendment to the Agreement was executed on November 1, 2023 which extended the term of the Agreement to June 30, 2024; and

WHEREAS, on February 6, 2024, Sacramento County's Board of Supervisors approved a Second Amendment to the Agreement which adds additional funding in the amount of \$575,000 and further extends the term to November 30, 2024.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Sacramento Metropolitan Fire District, does hereby approve the Second Amendment to the Cost Reimbursement Agreement with the Sacramento County and authorize the Fire Chief or his designee to execute and administer the Agreement as amended.

PASSED, APPROVED AND ADOPTED this 28th day of March, 2024. I, MARNI RITTBURG, BOARD CLERK OF SACRAMENTO METROPOLITAN FIRE DISTRICT HEREBY CERTIFY the foregoing Resolution was introduced and passed at a regular meeting of the Sacramento Metropolitan Fire District Board by the following roll call vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

SACRAMENTO METROPOLITAN FIRE DISTRICT

By: _____
President, Board of Directors

ATTEST:

Marni J. Rittburg, CMC, CPMC
Clerk of the Board



Capital Improvement Program Update

Presented by:

**Erin Castleberry, Administrative Analyst
Planning & Development**

March 28, 2024



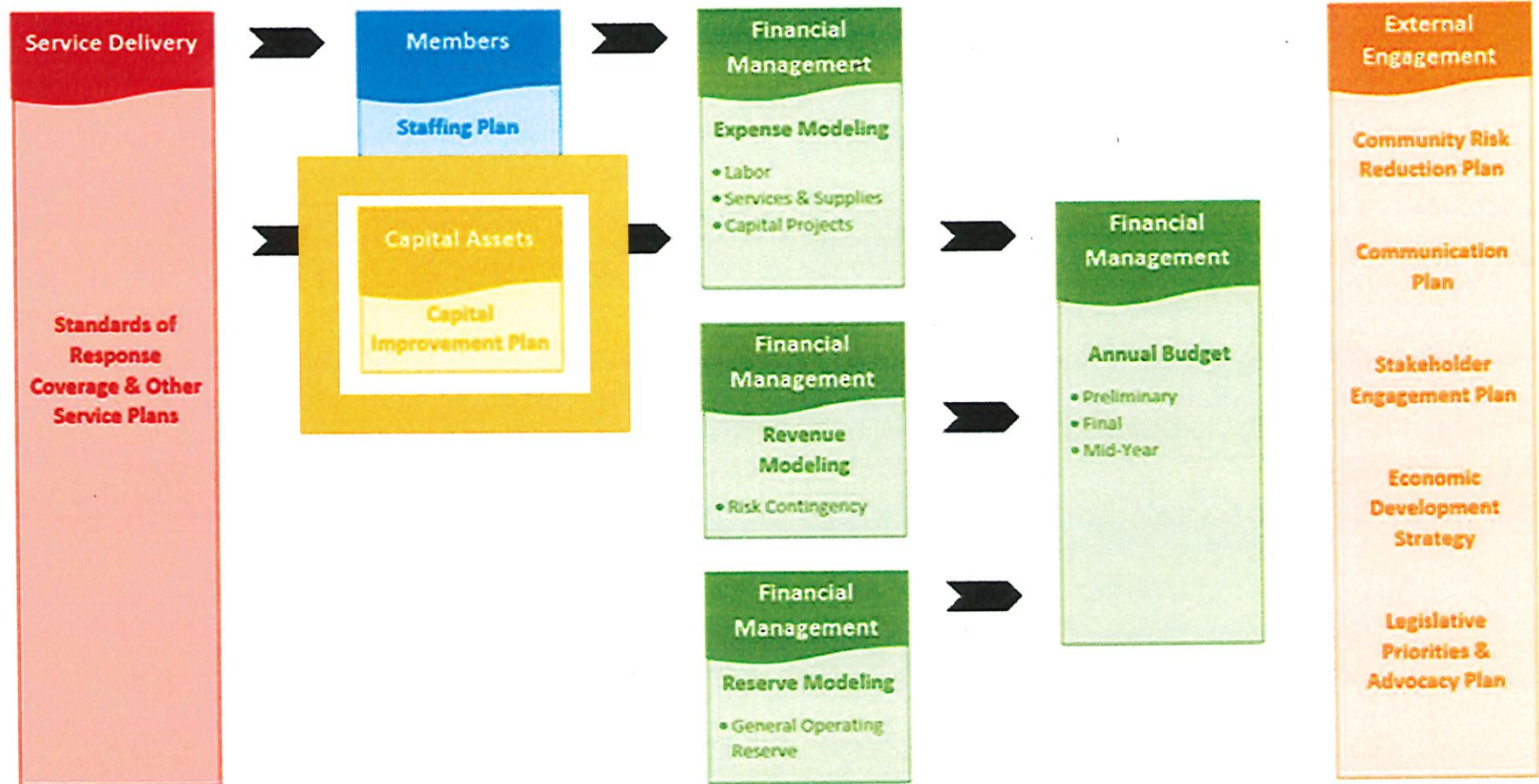
PURPOSE OF CIP

To organize, facilitate, and memorialize capital needs and goals in order to efficiently and transparently develop and support the physical infrastructure of the District.

- **IDENTIFY** the District's capital needs that are required to support the District's mission to provide professional and compassionate protection, education and service to our community
 - **Facilities, infrastructure, apparatus, equipment, PPE**
- **PLAN** for the funding of capital projects to ensure that existing and future capital needs are met in accordance with the District's strategic plan



STRATEGIC PLANNING FRAMEWORK





CIP STRATEGIC NEXUS

2020 Strategic Plan

Capital Assets

1. Real Property
2. Vehicle and Apparatus
3. Professional Equipment

Desired Outcome – Comprehensive analysis for maintenance, repair and replacement

Financial Management

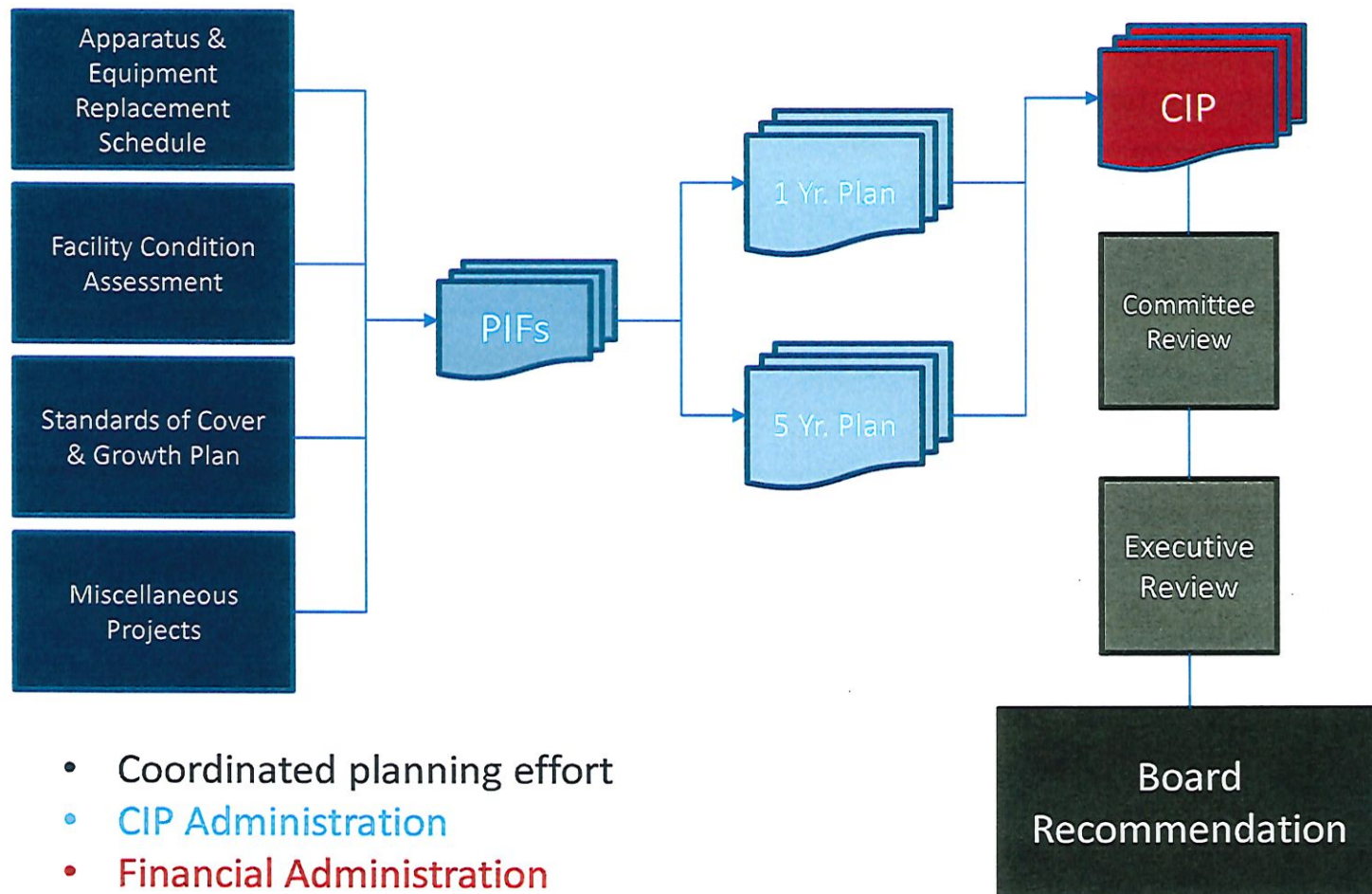
3. Future Projections

Desired Outcome – The addition of multiple year projections and impact analysis for key annual budget elements

The CIP is the integration of these two strategic planning elements



CIP DEVELOPMENT PROCESS





RECAP OF FY23/24 CIP

Project Type	Project Title	Status	Project Cost
Land Acquisition	Grantline 220 Land Acquisition	Carryover	\$ 2,400,000
New Construction	Vineyard Springs Station	Carryover	10,739,675
	Zinfandel Training Facility - Phase 3	Carryover	14,094,953
Apparatus & Equipment	Ambulance Replacement 22/23	Carryover	1,860,228
	Apparatus/Vehicle Replacement 21/22	Carryover	1,399,239
	Boardroom Equipment Replacement	Carryover	66,500
	Copter 3 Conversion	Carryover	482,424
	Squad Vehicle Acquisition	Carryover	1,021,810
	Support Vehicle Replacement 22/23	Carryover	370,260
	Type I Engine Replacement 22/23	Carryover	4,239,663
	Ambulance Replacement	New	3,193,267
	Automatic Chest Compression Device Replacement	New	81,389
	Fitness Equipment Replacement	New	80,000
	Power Loader/Gurney Replacement	New	2,834,868
	Personal Protective Equipment	Annual Turnout Replacement	New
MMP PPE - Single Layer Garment		New	100,000
Recruit Academy PPE		New	165,000
Facilities Repair/Replacement	Deferred Facilities Maintenance/Repairs	New	353,130
	Station 41 Frontage Improvements R&R	New	125,000
	Station 50 Dorm Remodel	New	101,493
	Zinfandel Gate Replacement	New	134,230
Miscellaneous	Station Access Control - Phase 3	New	199,990
		Total	22 projects \$ 44,540,119



FIVE-YEAR SUMMARY

FY24/25

\$141.4M

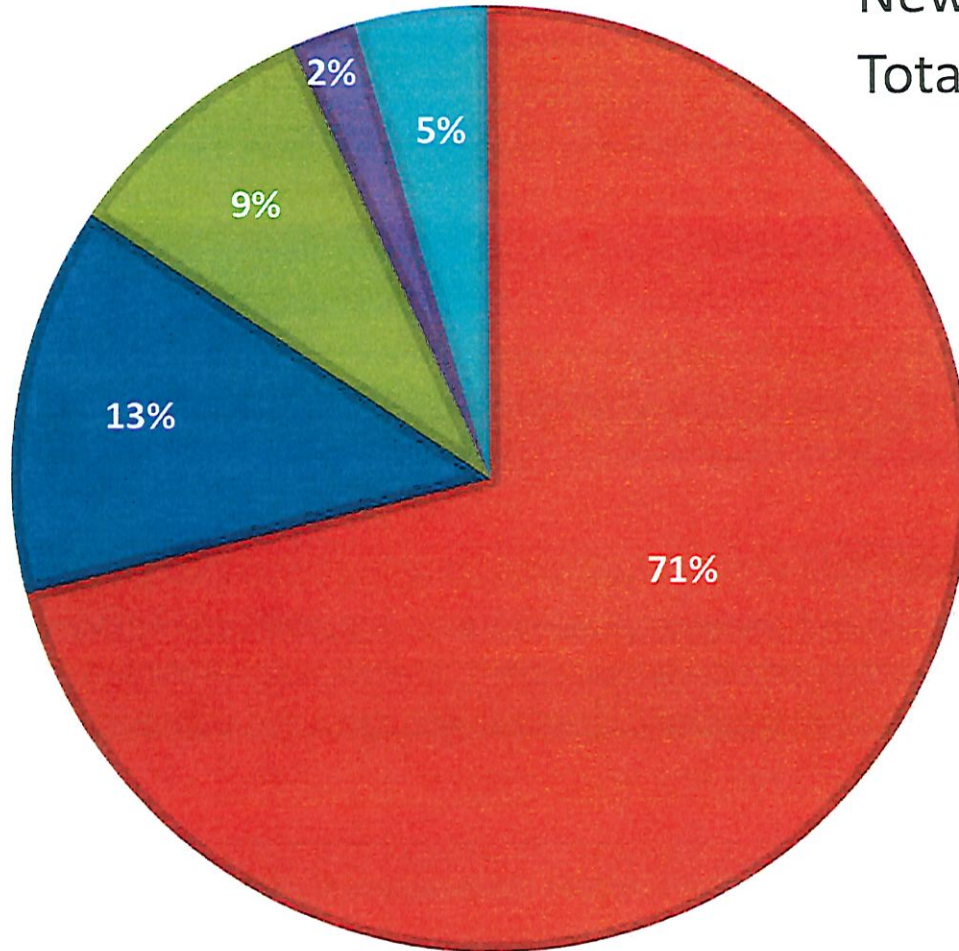
FY28/29

Apparatus & Equipment	\$65.2M
Facilities Repair & Replacement	\$55.4M
Land Acquisition	None
Miscellaneous	\$315K
New Construction	\$12.0M
Personal Protective Equipment	\$8.4M



FY24/25 CIP PROJECT SUBMISSION

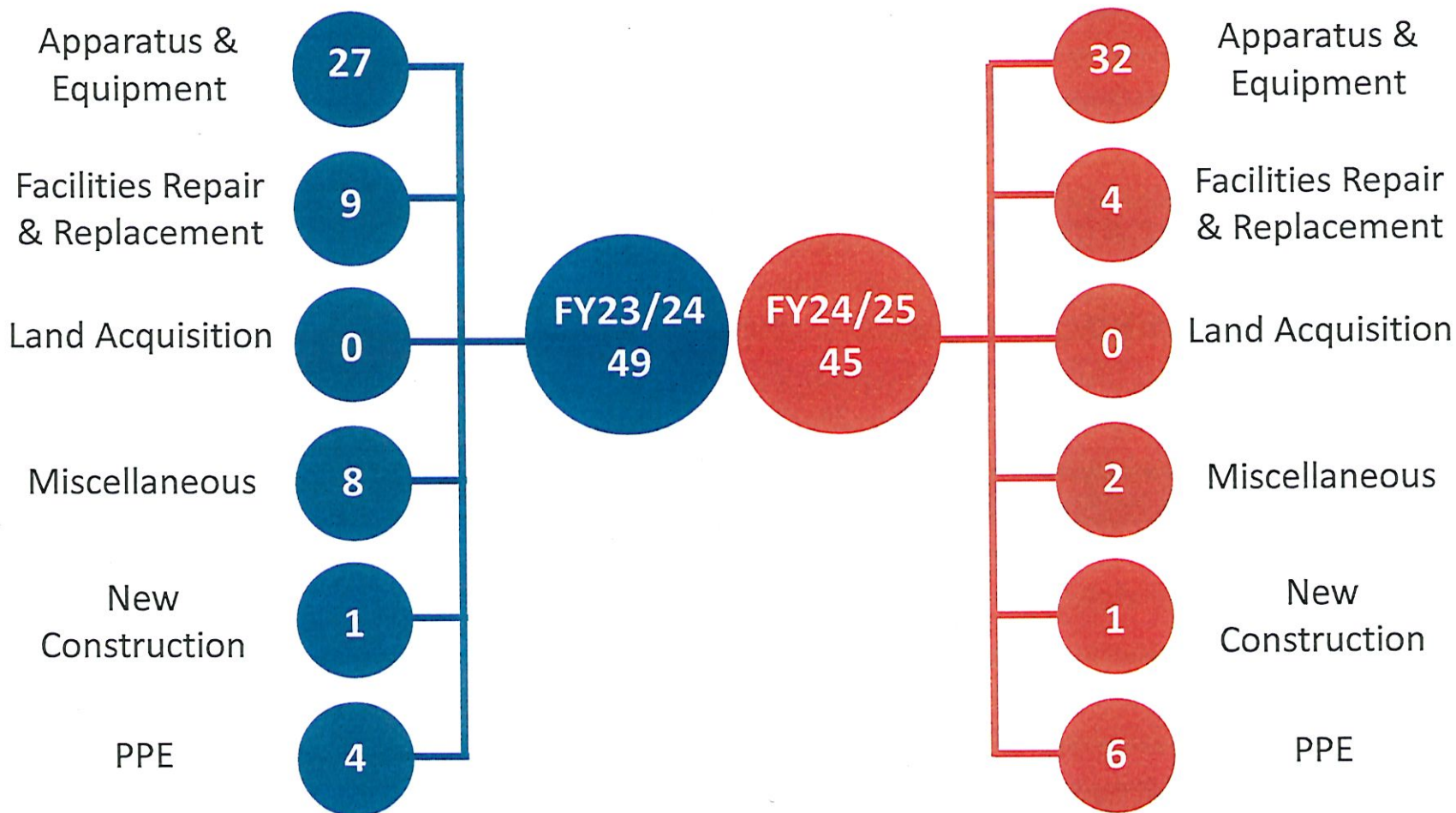
New Projects Submitted: 45
Total Funds Requested: \$66.8M



- Apparatus & Equipment (32)
- Personal Protective Equipment (6)
- Facilities Repair/Replacement (4)
- New Construction (1)
- Miscellaneous (2)

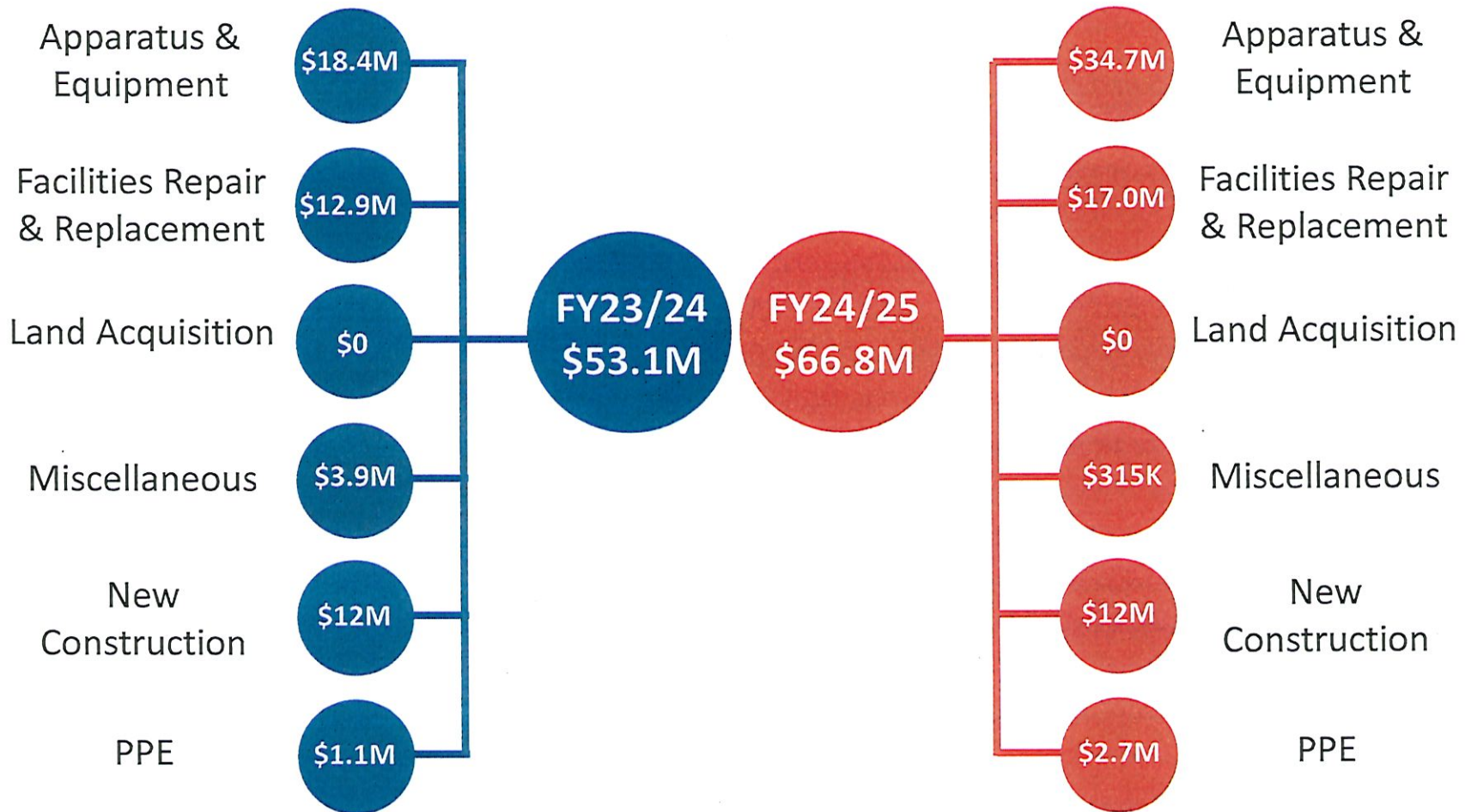


FY23/24 VERSUS FY24/25





FY23/24 VERSUS FY24/25





FY24/25 PROJECT BREAKDOWN

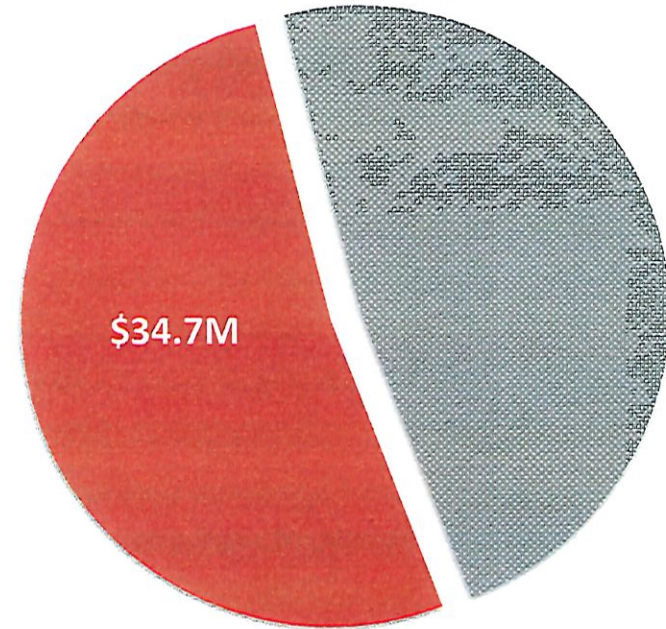
Apparatus & Equipment Projects

Apparatus & Vehicle Replacement (18) \$29.1M

- Engines, trucks, and ambulances
- Staff and command vehicles
- Special operations apparatus and vehicles
- Support vehicles

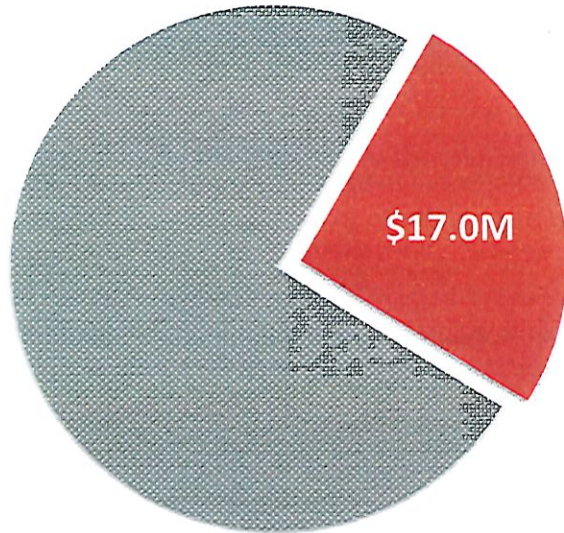
Equipment Acquisition & Replacement (14) \$5.5M

- Server and networking equipment
- Communications and radio equipment
- Air Operations equipment
- EMS equipment
- Suppression equipment
- HazMat equipment
- Training equipment
- Fleet equipment





FY24/25 PROJECT BREAKDOWN



Facilities Repair & Replacement Projects

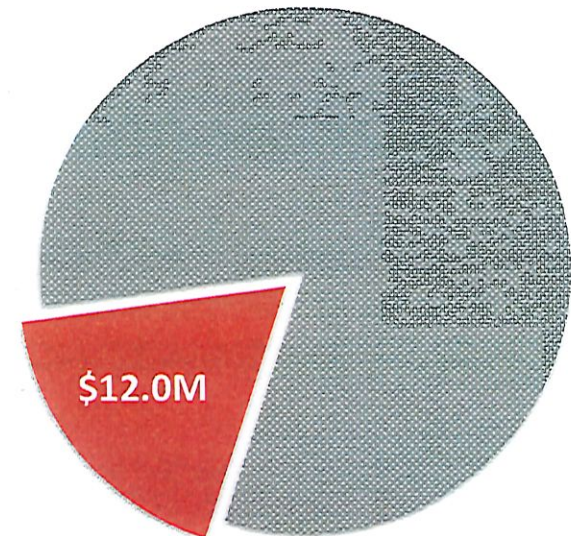
Facilities Repair & Replacement (4) \$17.0M

- Deferred maintenance and repairs
- Deferred facilities lifecycle replacements
- New facilities lifecycle replacements
- Access compliance improvements

New Construction Projects

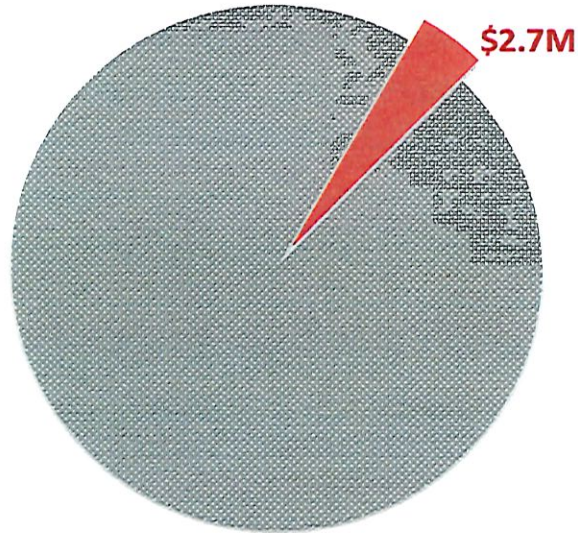
New Construction (1) \$12.0M

- Station 42 relocation





FY24/25 PROJECT BREAKDOWN



Personal Protective Equipment Projects

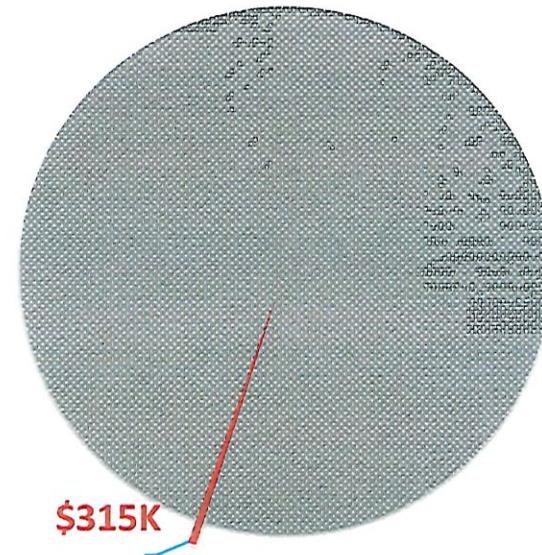
PPE Replacement & Acquisition (6) \$2.7M

- Structural PPE replacement
- Wildland PPE replacement
- Recruit Academy PPE
- Single layer PPE

Miscellaneous Projects

Miscellaneous (2) \$315K

- Firefighting foam replacement
- Station cellular conversion





PROJECT PRIORITIZATION & RANKING

CIP PRIORITY DETERMINATION WORKSHEET

Strategic Alignment (check all that apply)

- This project addresses an item identified in the District's Facility Condition Assessment
- This project adds facilities, apparatus, or equipment to address a new-growth need identified in the District's Growth Plan
- This project adds or replaces facilities, apparatus, or equipment to address a gap in existing service identified in the District's Standard of Cover
- This project replaces existing apparatus or equipment at the end of its lifecycle

5 Strategic Alignment Score

if one or more checked = 5 points

if one checked = 3 points

if none checked = 1 point

Priority Type (check all that apply)

- This project will address a legal, compliance, or regulatory mandate
- This project will reduce operating expenses

3 Priority Type Score

if both checked = 5 points

if one checked = 3 points

if none checked = 1 point

Service Delivery (check only one)

- This project will directly improve service delivery
- This project will indirectly improve service delivery

5 Service Delivery Score

if directly improves service delivery = 5 points

if indirectly improves service delivery = 3 points

if no improvement on service delivery = 1 point

13 Total Score

CIP PRIORITY (check only one)

- High Priority "1" (score of 13+)
- Medium Priority "2" (score of 9-12)
- Low Priority "3" (score of less than 9)



PROJECT PRIORITIZATION & RANKING

1. Is this project required to maintain existing levels of service?
2. Can this project be deferred?
3. Is this project required to maintain regulatory compliance?
4. Is this project directly tied to response?
5. What type of response does this project primarily support?
6. Is this project required to get us on scene?
7. Does this project directly impact preservation of life/property?



PROJECT PRIORITIZATION & RANKING

Tier 1 & 2

Regulatory compliance
Cannot be deferred

Tier 3 & 4

Fire/EMS response
Getting on-scene
Preserving
life/property

Tier 5 & 6

Other response types
Getting on-scene
Preserving
life/property

Tier 7 & 8

Necessary for
response
Supportive role
on-scene

Tier 9

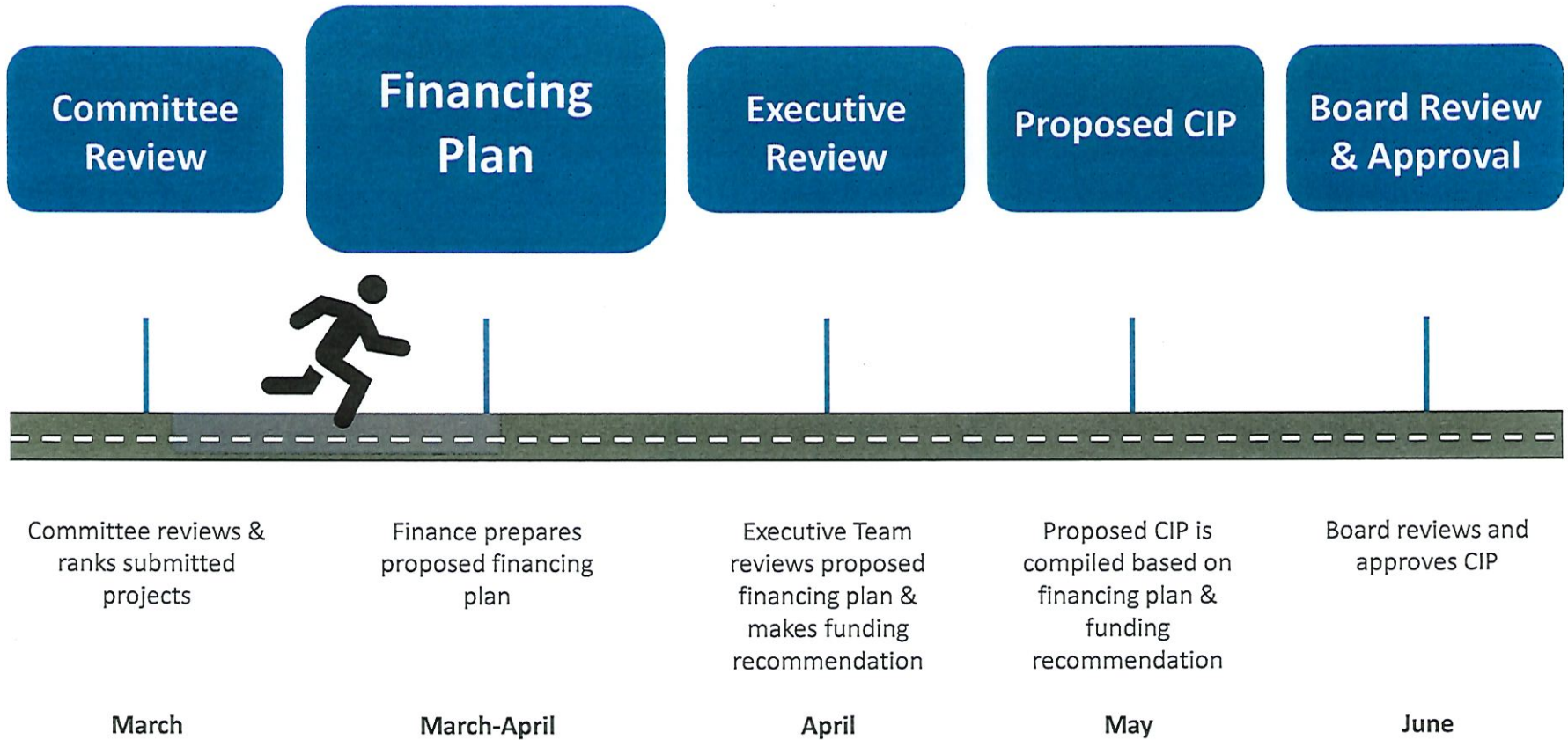
Required to maintain
existing levels of
service
Not directly tied to
response

Tier 10

Not required to
maintain existing
levels of service
New initiatives



NEXT STEPS





QUESTIONS?